

## **COMPLIMENTARY 2018 BOSTON MARATHON INVITATIONAL ENTRY APPLICATIONS**

### **PRINCIPLES GUIDING ALLOCATIONS IN 2018**

**September 28, 2017**

- A Board of Selectmen appointed Team Framingham Steering Committee will be established to oversee and administer the 2018 Team Framingham fundraising and training program.
- The Town will utilize a random selection process to allocate what we anticipate will be a minimum of twenty-two (22) invitational entries for the 2018 Boston Marathon. (An official commitment of these invitational entries is expected in early November from the Boston Athletic Association).
- Framingham residents or employees of the Town of Framingham and Framingham Public Schools, Keefe Technical School and the McAuliffe Charter School will be eligible to enter the random selection provided they commit to a fundraising effort to support one of several charities, non-profits, or programs to be designated. Former Framingham employees who retired from service to Framingham within the last 10 years, with a minimum of 5 years of service, are eligible to submit applications.
- There will be a finite number of Framingham based 501(c)(3) charities, non-profits, and programs selected by random drawing following a rigorous application process. Runners selected by the random selection will be required to choose one of the designated charity, non-profit or programs to conduct fund raising for.
- The process for the selection of the eligible charities, non-profits and programs has been updated by the Board of Selectmen for the 2018 program and may be further refined in future years.
- Runners selected by random selection will commit to a fundraising goal of \$3,000 in support of one of the designated charities, non-profits or programs. A minimum fundraising obligation of \$1,500 must be met to prevent the runner from being excluded from participating in future Team Framingham programs. The fundraising goal and minimum obligation may be increased from year to year as the Team Framingham program evolves.
- We will not require credit card numbers but if a runner selected for a number fails to reach the minimum fundraising obligation, they will not be eligible to participate in the random selection in subsequent years. The matter of requiring credit card numbers will be reviewed each year and may change depending upon whether there are runners who do not achieve the minimum fundraising requirement.
- The partnership with the Greater Framingham Running Club will be continued in support of the runners and their training.
- We will continue to promote a 'Team Framingham' brand and will encourage runners selected to run to do two things: first, get connected to a marathon training mentor; and second, participate in a Town/City sponsored fundraising seminar.

## **2018 Team Framingham Boston Marathon Invitational Entry Random Selection Process**

### **Runner Application**

#### **Guidelines:**

- Random selection applications must be **received** no later than **4:00 pm** on **Monday, November 27, 2017**.
- Submission can be made via e-mail to [TeamFraminghamMarathon@gmail.com](mailto:TeamFraminghamMarathon@gmail.com) or via drop off or US mail to the Board of Selectmen, Marathon Bibs, Memorial Building, 150 Concord St. Framingham MA 01702.
- Random selection will be held on **Monday, December 4, 2017** in the evening and will be open to the public.
- Random selection applications must be completed in full to be included. Applications not completed in full will be returned to the applicant.
- The applicant must be the person who will be running the Boston Marathon.
- The applicant/runner must meet one or more of the following three criteria:
  - Resident of the Town of Framingham. Framingham State University students residing in on- or off-campus housing are not considered residents of Framingham for the purpose of determining residency unless their permanent residence is Framingham. Residency verification criteria can be found below.
  - Year-round or school year employee of the Town of Framingham or the Framingham Public Schools, Keefe Technical School, or the Christa McAuliffe Charter School. Employment verification criteria can be found below.
  - Former Framingham employees who **retired** from service to Framingham within the last 10 years, with a minimum of 5 years of service, are eligible to submit applications.
  - Residency and/or employment status will be verified **before** the random selection is held. Applicants not meeting the residency or employment criteria **will not** be included in the random selection. You will be informed if there is an issue with your application during the verification process.
- “Team Framingham” will be announced at the Board of Selectmen meeting on **Tuesday, December 5, 2017**.
- The runner must be 18 years or older on April 16, 2018. This is a BAA requirement.
- The runner is responsible for the “invitational fee” paid to the BAA as part of the application process. This is a BAA requirement. The BAA application fee for the 2017 Boston Marathon was \$355. The fee traditionally has increased between \$5 and \$10 per year.
- The runner must sign the waiver/disclaimer releasing the Town/City of Framingham from any liability prior to the BAA application being distributed.
- Runners selected by random selection will commit to a fundraising goal of \$3,000 in support of one of the designated charities, non-profits or programs.
- The runner is responsible for the minimum fundraising obligation of \$1,500 for a designated organization. Runners who do not attain this minimum by May 31, 2018 will not be eligible for future random selections. The list of charitable organizations for which fundraising will be done will be announced following the charity selection process.
- Applicants who failed to meet the minimum fundraising obligation in previous years as a Team Framingham runner will have their application returned and it will not be included in the random selection.
- Random selection participants are encouraged to begin a running program prior to the actual selection of the team so that they will have a good “base” for the rigorous training necessary to be fully prepared for the 2018 Boston Marathon.
- Training for and running in a marathon is a physically challenging and demanding undertaking. It is strongly recommended that applicants meet with their primary care physician before engaging in this program, particularly those individuals who have not run before or those who have not engaged in long distance running previously.

**Residency Verification:** Residency will be verified by the Town/City Clerk utilizing multiple sources (i.e. voter registrations, census information, etc.). In the event that residency cannot be confirmed in this manner, applicants will be required to obtain a Proof of Residency letter from the Clerk. This may require that documents confirming residency be submitted and verified by the Clerk. The deadline to obtain this letter and submit it to the Town Manager's Office will be 3 p.m. on **Friday December 1, 2017**. There is a small fee associated with obtaining a Proof of Residency Letter from the Clerk.

**Employment Verification:** The Human Resources Departments of the Town/City of Framingham, the Framingham Public Schools, Keefe Technical School or the Christa McAuliffe Charter School will be asked to verify year-round or school year employment. You must be employed by one of these four entities on **October 1, 2017** to be considered an "employee" for verification purposes.

**2018 Team Framingham Runner Application Form**

**Required Personal Information**

Applicant/Runner Name: \_\_\_\_\_

Applicant/Runner Date of Birth: \_\_\_\_\_

Address of Residence: \_\_\_\_\_  
\_\_\_\_\_

Department (if Town of Framingham): \_\_\_\_\_

Job Title (if Town of Framingham): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

## 2018 Team Framingham Runner Application Form

### Fundraising Experience

The primary goal of the Team Framingham program is to maximize the amount of funds we raise for each of our designated charities. ***While previous fundraising experience is not required for acceptance into the Team Framingham lottery, it is important for applicants to enter the lottery with full understanding of the fundraising expectations.*** Our fundraising goal for each runner is \$3,000. Two thirds of our 2017 runners exceeded the \$3,000 target goal with top runners raising between \$7,000 and \$11,000 dollars.

Have you done charitable fundraising before:                      Yes \_\_\_\_\_                      No \_\_\_\_\_

How many times have you done charitable fundraising:                      \_\_\_\_\_

For each of your fundraising efforts, how much did you raise:                      \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What type of fundraising techniques did you employ:                      \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you have any concerns about the fundraising requirements and expectations for Team Framingham:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**2018 Team Framingham Runner Application Form**

**Running Experience**

**\*\*\* The following questions are asked solely to assist us in planning the training program. There is no requirement that applicant/runners need to have run a marathon or a road race previously.**

Have you completed the Boston Marathon before:      Yes \_\_\_\_      No \_\_\_\_

If yes, which year(s) \_\_\_\_\_

\_\_\_\_\_

Have you completed another marathon before:      Yes \_\_\_\_      No \_\_\_\_

If yes, which one(s) and year(s) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If you have not run a marathon previously, what are the longest road races you have run and when:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_